

Communities@Work



Galilee School

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Emerging Leaders 2018

It's about you. Always!
Communities@Work
GALILEE SCHOOL

Background

School context

Galilee School is a registered, independent secondary school designed specifically for disengaged and vulnerable young people in Years 7-10 in the ACT and surrounding areas for whom the mainstream schooling environment has struggled to deliver positive outcomes.



Kambah Campus

- Older campus
- Located on working farm
- Year 7-9
- New students
- Shorter school days
- Bus runs
- Changing timetable
- Student centred
- Trauma informed
- Transitions
- Student and Staff wellbeing



The project plan:

Improving staff induction, knowledge, consistency and confidence with daily procedures.



Overview of how you came to decide on that initiative: Need for change has been identified through staff meetings and daily interactions where it has become apparent that procedures and understandings are not consistent/common across all staff members.

Objectives: To create a procedures manual and develop staff training at Kambah campus in order to provide greater consistency and assist staff in the delivery of their daily duties. This will then improve the experience of students in our school through developing greater consistency and predictability.

Success measures & monitoring strategies: Through feedback from staff in campus meetings, observable changes in staff practices

The Journey

Implementation

- Ongoing - 2019 onwards

The challenges

- Selecting my project
- Time in a busy schedule

Key data

- Staff survey

Critical events

- Student induction
- Staff induction



Data - Staff responses

1. Did you feel equipped with knowledge on the daily procedures when starting at Galilee?

100% of respondents identified that they did not feel fully equipped when starting.

1. Do you know where to find out how a procedure works?

Staff felt relatively comfortable with this - for those which are currently available.

Data - Staff responses (part 2)

3. Do you feel equipped with or confident in the following procedures and documents? (Staff were provided with a list of 33 policies/procedures)

Staff provided individual responses which varied across all members of staff.

3. Would you like training in any of the above procedures?
 - All staff: risk assessments
 - Most staff: student documents

Data - Staff responses (part 3)

5. Do you think the staff induction process is satisfactory to prepare you to work 'on the floor'?
 - Mixed responses

6. How do you think we could improve?
 - Early work on trauma informed approach
 - More information on the students - opportunity to discuss with existing staff
 - Relationships are key
 - Buddying with another staff member
 - Ongoing process

Where to from here?

- Complete and produce manuals
- Conduct training (not limited to):
 - Student files
 - 5 point scales
 - PBS plans
 - Student guidelines agreements
 - Student learning agreement
 - Digital agreement
 - Risk assessments
 - Medication administration and recording
 - Excursions
- Ongoing process



Conclusion

This project will be ongoing and provide greater support for new staff members, in turn improving the experiences of our students.



This project would not be possible without the committed team I have supporting me!